

**Minutes
Personnel Review Commission
October 8, 2013**

LOCATION: Municipal Building Room 208

COMMISSIONERS PRESENT: Councilwoman Hope Kasper, Chairwoman
Councilwoman Deborah Kleckowski
Councilwoman Mary Bartolotta

STAFF PRESENT: Kathleen Morey, Director of Human Resources
Kori Wisneski, Deputy General Counsel

PUBLIC PRESENT: Michele DiMauro, Human Resources Manager – BOE
and Ann Perzan, Director of Pupil Services - BOE.

1. Meeting Called to Order by Councilwoman Kasper

The regular monthly meeting was called to order at 7:10 p.m. by Councilwoman Kasper.

2. Approval of Minutes

The minutes of the regular meeting held on August 13, 2013 were approved as submitted on a motion made by Councilwoman Kleckowski.

3. Public Hearing

Councilwoman Kasper opened the public hearing at 7:11 p.m.
No one from the public was in attendance to speak.

4. New Business

A. New Job Description – School Health Supervisor:

After a brief discussion regarding the need for this new position that will oversee the supervision of the School Nurses, a motion was made to approve the new job description and to forward to the Common Council at its meeting November 4, 2013 for its approval. The motion was seconded by Councilwoman Bartolotta and passed by unanimous vote.

5. Vacancy Reports

Report dated October 4, 2013 was received and reviewed. No action required.

6. Other

- A. Vehicle Reports** – Councilwoman Kasper would like to just review the at-fault vehicle accident reports in the future.
- B. Legal Bills** – Deputy Counsel Wisneski reviewed two expenses that were from issues prior to the arrival of the new attorneys.

- C. **MOU** – Councilwoman Kasper asked that the commission members receive copies of all MOU's whether there is financial impact or not; and to have this item placed back on the agendas.

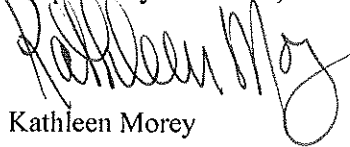
7. Old Business

None

Adjournment

Councilwoman Bartolotta made a motion to adjourn. The meeting was adjourned at 7:42 p.m.

Respectfully submitted,


Kathleen Morey